

ADMINISTRATIVE-INTERNAL USE ONLY

13 December 1974

MEMORANDUM FOR: Director of Security  
SUBJECT : Safety Committee  
REFERENCE : Your memorandum, dated 4  
December 1974, subject as  
above

STATINTL

As requested, [REDACTED]  
Chief, Clinical Division, is identified as  
OMS representative on the Safety Committee.

JOHN R. TIETJEN, M.D.  
Director of Medical Services

STATINTL

OMS/ExO/[REDACTED]:ned  
Distribution:  
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1 - C/CD  
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4 DEC 1974

MEMORANDUM FOR: Deputy Director for Administration  
Deputy Director for Intelligence  
Deputy Director for Operations  
Deputy Director for Science and Technology  
Director of Logistics  
Director of Medical Services  
Director of Personnel  
Administrative Officer, DCI

STATINTL

SUBJECT : Safety Committee

REFERENCE : HR [REDACTED]

1. Reference regulation asserts the existence of a Safety Committee as part of the Agency's overall safety programming. Actually, for several years this committee has been largely inactive due mainly to ambivalence and controversy over its appropriate role and potential benefits.

2. Recent discussions with Department of Labor officials connected with the Occupational Safety and Health Act of 1970 have surfaced new ways in which a safety committee could meaningfully and productively support other dimensions of the Agency's Safety Program. Accordingly, this memorandum announces the reactivation of the Agency's Safety Committee. Its first meeting will take place on Tuesday, 17 December 1974 in Room 4E-64. It is respectfully requested that you send a senior officer to represent your component at this meeting and subsequently to serve as your representative on the committee.

3. Under our somewhat revised thinking over the matter, the Safety Committee will essentially serve these purposes:

a. Provide staff safety officers with more numerous, representative and insightful conduits for information relative to safety problems throughout the Agency;

b. Provide a vehicle for the downward flow of significant safety and health information to supervisory echelons throughout the Organization;

c. Serve as a catalyst for the involvement of supervisors in the safety and health challenge in the Agency and the acceptance of this challenge as a function of command.

4. The first meeting of the committee will be organizational and will discuss the future scope and nature of committee activities. It is expected that the committee will meet at least bimonthly, perhaps more often as the committee's mission and functions crystalize. Committee members should initially be prepared to devote at least one hour a week to Safety Committee business.

5. It is expected that in the months ahead the committee will examine such issues as:

a. The results of the Department of Labor's recent review of the Agency's Safety and Health Program;

b. The latest laws, executive orders and regulations concerning safety and health in the Federal Government;

c. Review of the latest Agency reports to the Secretary of Labor on safety and health problems;

d. New approaches to safety and health education;


e. The results of safety surveys and inspections throughout the Agency;

f. Local implementation of government-wide safety programs such as the current "Safety '76" Program;

g. The investigative findings related to the Agency's most serious safety and health incidents.

6. It would be appreciated if your nominee to this committee were identified to this Office by 13 December 1974.

STATINTL



Charles W. Kane  
Director of Security

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Safety Committee

FROM:

Deputy Director of Security (PTOS)

EXTENSION

NO.

DATE

STATINTL

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director of Medical Services

1.

Concurrence

2. DD/P&M

3. DD/Sec

4. D/Sec

5.

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<b>OFFICIAL ROUTING SLIP</b>					
TO	NAME AND ADDRESS		DATE	INITIALS	
1	C/CD		26 Nov. 74	[Signature]	
2	DO/MS		27 Nov 74	[Signature]	
3	D/MS		27 NOV 1974		
4					
5					
6	GLO				
ACTION		DIRECT REPLY		PREPARE REPLY	
APPROVAL		DISPATCH		RECOMMENDATION	
✓	COMMENT	✓	FILE	RETURN	
	CONCURRENCE	✓	INFORMATION	SIGNATURE	
<b>Remarks:</b> CIA Safety Officer [redacted] brought this to ONS today in effect for our information (and concurrence) before they go to print. HR [redacted] does set up CIA Safety Committee with ONS membership. I Find No Fault With This Document [Signature]					
FOLD HERE TO RETURN TO SENDER					
FROM: NAME, ADDRESS AND PHONE NO.				DATE	
[redacted]				25 Nov 74	
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